

**PROPOSED COUNCIL STUDY ISSUE**

For Calendar Year: 2004

Continuing ☐

New ☐

Previous Year (below line/defer) ☒

**Issue:** Community Design Sub-element

**Lead Department:** Community Development Department

**General Plan Element or Sub-Element:** Community Design Sub-element

**1. What are the key elements of the issue? What precipitated it?**

The Sunnyvale General Plan consists of 23 documents organized as elements or sub-elements. The Community Design Sub-element is not a state-mandated element but is part of the Community Development Element. Since the adoption of the original sub-element in 1990, Design Guidelines have been prepared and adopted to further implement the sub-element. Most recently, the City Council approved the Single Family Home Design Techniques (2002) and the design guidelines in the Downtown Specific Plan (2003) to address changes in development standards and community input on desirable design features. A general review of the private development portions of the Community Design Sub-element was undertaken as part of that process. This study issue would update all aspects of the Community Design sub-element, including guidelines that address both the public and the private realm.

**2. How does this relate to the General Plan or existing City Policy?**

**Legislative Management Sub-element** Action Statement 7.3A.1c - Review and update each General Plan Sub-element approximately every 5 years.

This element has not been updated since the original adoption in 1990.

**3. Origin of issue:**

**Councilmember:** \_\_\_\_\_

**General Plan:** \_\_\_\_\_

**Staff:** Staff \_\_\_\_\_

**BOARD or COMMISSION**

Arts ☐

Library ☐

Bldg. Code of Appeals	<input type="checkbox"/>	Parks & Rec.	<input type="checkbox"/>
CCAB	<input type="checkbox"/>	Personnel	<input type="checkbox"/>
Heritage & Preservation	<input type="checkbox"/>	Planning	<input type="checkbox"/>
Housing & Human Svcs	<input type="checkbox"/>		

**Board / Commission Ranking/Comment:**

\_\_\_\_\_ Board / Commission ranked \_\_\_\_\_ of \_\_\_\_\_

4. Due date for Continuing and Mandatory issues (if known): \_\_\_\_\_
5. Multiple Year Project? Yes ☒ No ☐ Expected Year of Completion 2006
6. Estimated work hours for completion of the study issue.
- (a) Estimated work hours from the lead department 300
- (b) Estimated work hours from consultant(s): \_\_\_\_\_
- (c) Estimated work hours from the City Attorney's Office: 20
- (d) List any other department(s) and number of work hours:
- |                |   |            |
|----------------|---|------------|
| Department(s): | Public Works (100), Parks and Recreation (50) | <u>150</u> |
|----------------|---|------------|
- Total Estimated Hours: 470
7. Expected participation involved in the study issue process?
- (a) Does Council need to approve a work plan? Yes ☒ No ☐
- (b) Does this issue require review by a Board/Commission? Yes ☒ No ☐
- If so, which Board/Commission? Planning
- (c) Is a Council Study Session anticipated? Yes ☒ No ☐
- (d) What is the public participation process?

General public outreach, coordination with developers.

**8. Estimated Fiscal Impact:**

<b>Cost of Study</b>	<b>\$</b>	<u>25,000</u>	(Design Consultant)
<b>Capital Budget Costs</b>	<b>\$</b>	<u>                    </u>	
<b>New Annual Operating Costs</b>	<b>\$</b>	<u>                    </u>	
<b>New Revenues or Savings</b>	<b>\$</b>	<u>                    </u>	
<b>10 Year RAP Total</b>	<b>\$</b>	<u>                    </u>	

**9. Staff Recommendation**

- ☐ Recommended for Study  
☐ Against Study  
☐ No Recommendation  
☒ Defer

Explain below staff's recommendation if "for" or "against" study. Department director should also note the relative importance of this study to other major projects that the department is currently working on or that are soon to begin, and the impact on existing services/priorities.

The sub-element was recently reviewed by staff and no updates were found necessary. Also, there are a high number of potential study items for 2004 which appear to have a higher priority to the community. Staff finds there is no urgency to update this sub-element this year.

*reviewed by*

\_\_\_\_\_  
**Department Director**

\_\_\_\_\_  
**Date**

*approved by*

\_\_\_\_\_  
**City Manager**

\_\_\_\_\_  
**Date**